

**CITY OF OAK CREEK ENGINEERING DEPARTMENT**  
**STREET TREE PERMIT**

Tax Key No. _____
Permit No. _____
Planting Kit Fee _____

PROPERTY OWNER \_\_\_\_\_ DATE \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_ PHONE NO. \_\_\_\_\_

REASON FOR PLANTING OR REPLACING:  New  Diseased  Storm Damage  Vehicle Damage

**QUANTITY OF EACH TREE SPECIES:**

_____ 'CLEVELAND' NORWAY MAPLE Acer platanoides	_____ 'AUTUMN PURPLE' WHITE ASH Fraxinus americana	_____ 'GREENSPIRE' LITTLELEAF LINDEN Tilia cordata
_____ 'SCHWEDLER' NORWAY MAPLE Acer platanoides	_____ 'MARSHALL SEEDLESS' GREEN ASH Fraxinus pennsylvanica	_____ 'PRAIRIE PRIDE' HACKBERRY Celtis occidentalis
_____ 'GINKGO' (Male Trees Only) Ginkgo biloba (no cultivars)		

**TREE PLANTING KIT (OPTIONAL):**

A tree planting kit is available to City residents and consists of stakes, wire, hose, tree wrap, and fertilizer. These kits may be picked up at the Street Department located at 800 W. Puetz Road.

Yes  No

Total number of planting kits requested \_\_\_\_\_ x \$10.00 = \$ \_\_\_\_\_ (TOTAL PLANTING KIT FEE)

**REQUIREMENTS:**

- All trees shall be at least eight feet tall, have at least a two inch diameter measured six inches above the ground surface, and have their roots balled in soil and wrapped in burlap.
- The property owner is responsible for contacting Diggers Hotline (259-1181) for utility locations.
- The property owner shall mark their preferred tree location(s).
- After Diggers Hotline has completed the underground locate, and the owner has marked the preferred location of the tree(s), the property owner shall contact the Engineering Department (768-6541) to request an inspection and approval of the location(s) of the proposed tree(s). Property owner must receive a signed copy of this form prior to installing the tree.
- Street trees shall be located a minimum of 15' from a street light pole, 10' from a fire hydrant, 10' from a manhole, 5' from a water and sewer lateral, and 5' from a driveway flare.

<b>***OFFICE USE ONLY***</b>		
Location approval:		
_____ SIGNATURE	_____ TITLE	_____ DATE
Technician _____		